

**Minutes
Regular Meeting
Cascadia College Board of Trustees
January 17, 2018**

**Cascadia College
18345 Campus Way N.E.
Bothell, WA 98011**

BOARD OF TRUSTEES

Chair Janet McDaniel, Vice Chair Dr. Julie Miller (attended by phone), Roy Captain, Nancee Hofmeister, and Mike Kelly present.

EXECUTIVE STAFF

Terence Hsiao, Martin Logan, Dr. Eric Murray, Vicki Newton, Dr. Rosemary Sutton, and Meagan Walker present.

Alan Smith (AAG) absent.

AREA REPRESENTATIVES

CCCFT Representative – David Shapiro present.

Student Representative – Cassie Rudolph, CSG President present.

WPEA Representative – Marah Selves present.

AUDIENCE

Dr. Catherine Crain, Jennifer Cosler, Lyn Eisenhour, Dr. Todd Lundberg, Becky Riopel, Sharon Saxton, Natalie Serianni, Gene Taylor, and Dr. Erik Tingelstad present.

SPECIAL GUESTS

Sarah Leadley (UW-Library)

Kelly Snyder (UWB)

1. EXECUTIVE SESSION

The Board began the meeting with a thirty minute Executive Session to discuss number **2** below and/or any of the issues listed below:

- (1) to receive and evaluate complaints against a public officer or employee;
- (2) **to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee;**
- (3) to discuss with legal counsel litigation or potential litigation to which the college is, or is like to become, a party, when public knowledge of the discussion would likely result in adverse consequences to the college;
- (4) to consider, as a quasi-judicial body, a quasi-judicial matter, between named parties;
- (5) to consider matters governed by the administrative procedures act, chapter 34.05 RCW; and/or
- (6) to plan or adopt the strategy or position to be taken during collective bargaining, professional negotiations, or grievance or mediation proceedings, or to review proposal made in on-going negotiations or proceedings.

2. TOUR OF BOCK LEARNING CENTER

The Board took a tour of the Bock Learning Center from 4:30-5:00 p.m.

CONVENED TO PUBLIC SESSION AT 5:00 P.M.

3. CALL TO ORDER

Chair Janet McDaniel called the meeting to order at 5:00 p.m.

4. CONSENT AGENDA

Chair Janet McDaniel asked for approval of the consent agenda. Trustee Mike Kelly made a motion to approve the consent agenda and Trustee Roy Captain seconded the motion. Hearing no objections the consent agenda was approved.

5. PUBLIC COMMENTS

There were no public comments.

6. INTRODUCTION OF NEW EMPLOYEE

The following new employee was introduced to the Board:

Student Learning and Success

Jennifer Coslor, Laboratory Technician

The Board members welcomed the new employee and wished them well in their position at Cascadia.

7. REPORT (moved earlier in agenda so faculty member can go teach)

Cascadia Community College Federation of Teachers (CCCFT)

Union President, David Shapiro submitted a report in the board packet earlier and had nothing more to add to the report.

8. DISCUSSION/PRESENTATION ITEMS

Strategic Plan Deep Dive: Library/UWB Relationship (Sarah Leadley-UW)

Sarah Leadley gave the Board an overview of the library and what it offers to Cascadia and UWB students and faculty. The Board thanked Sarah for all the Library does for the college and were very impressed with the collaboration between Cascadia and UWB library services.

2016-2017 Post Sabbatical Presentations

During the 2016-2017 academic year four faculty were approved for sabbaticals. As part of the sabbatical contractual requirements, they previously submitted final reports to the Board sharing the value of their leave as it relates to their initial sabbatical objective. The faculty noted below were present and each gave a brief presentation to the Board on their sabbatical experience and thanked the Board for this opportunity:

Sharon Saxton, Founding Tenured Faculty, Senior 2 – Mathematics
Natalie Serianni, Tenured Faculty, Senior 1 – Developmental English
Gene Taylor, Tenured Faculty, Senior 2 – History & Global Studies
Dr. Catherine Crain, Founding Faculty Emeritus – Psychology & Education

ctcLink Update & Monetary Investment

Terence Hsiao, VP of Administrative Services gave the Board an update on the ctcLink project and presented the SBCTC Project Plan listing Wave 1, through Wave 3 and the groups associated with each wave. The Board requested that Terence draft a one page letter to send to Christy Campbell, SBCTC ctcLink Project Director requesting that Cascadia be in Wave 2 and in Group Three deployment which will go-live January 2020.

A copy of Mr. Hsiao's PowerPoint presentation can be made available upon request.

Preparation for School District's Attendance at Cascadia Board Meeting

The Board asked President Murray to collect discussion points on what the School District Boards and Trustees would like to discuss at Cascadia's BOT meeting on February 21st.

The Board requested topics ahead of time so there can be open dialogue between all attendees. Once President Murray has identified the topics he will develop a summary sheet that can be sent to all attendees.

The goal of the meeting is to assure awareness on the part of each governing board as to the goals of each partner institution and to determine desired common outcomes for 2018-2020.

NOTE: After this meeting took place, Dr. Murray cancelled the School District's attendance at the February 21st Board meeting because very few were able to make the meeting. Dr. Murray will update the Board on when this item may be rescheduled.

9. INFORMATION ITEMS

Tenure Update

President Murray did an overview of the upcoming tenure process:

- March 14th: 1 hour, 15 minute Executive Session for tenure candidates' interviews with the BOT while TRC Chair present.
- April 1st: Tenure portfolios available for review by the BOT.
- April 18th: 15 minute Executive Session for the President and Trustees to discuss tenure candidates.
- May 16th: Action item for five candidates to be considered for tenure.

CC5 Update and Proposal

Terence Hsiao, VP of Administrative Services described the process for securing funding for Cascadia's CC5 "The Gateway Building" and gave the BOT an overview of the proposed facility.

10. RECOMMENDED ACTION ITEMS

Extension of the President's Contract

After review and reflection of the terms of employment, the Board took action on the President's employment contract.

Chair Janet McDaniel asked for a motion to approve the new evaluation period (July 1, 2017 to January 31, 2022) for the college president's annual contract renewal timeframe. Trustee Nancee Hofmeister made a motion to approve the addendum to the contract and Trustee Mike Kelly seconded the motion. Hearing no objections the 2018 Addendum to the President's Contract was approved by the Board of Trustees.

Strategic Plan Indicator 5A-1C – Master Plan Update (3rd Read/Action)

Meagan Walker, VP of College Relations and Advancement gave the Board additional updates on the Campus Master Plan and then the BOT took a vote to approve the plan.

Chair Janet McDaniel asked for a motion to approve the Campus Master Plan. Trustee Mike Kelly made a motion to approve the Campus Master Plan and Trustee Dr. Julie Miller seconded the motion. Hearing no objections the Campus Master Plan was approved and adopted by the Cascadia College Board of Trustees.

In review, below is the final schedule of approvals for the Campus Master Plan:

Bothell City Council

October 3, 2017 - presentation
October 17, 2017 - public hearing
November 14, 2017 - approval

Cascadia Board of Trustees Meetings

October 18, 2017 – action (1st read)
November 15, 2017 – discussion (2nd read)
January 17, 2018 – action (3rd touch) and final adoption

UW Board of Regents

October 12, 2017 - preliminary approval
January 11, 2018 - final adoption.

11. REPORTS

Cascadia Student Government Report: CSG President Cassie Rudolph was present and updated the Board on student activities.

Cascadia College Classified Union Washington Public Employees Association (WPEA) Report: Marah Selves was present and updated the Board on WPEA activities.

Chair and Individual Board Members Reports: Nothing to report.

President's Report:

President Murray explained that he will be in Olympia six times over January, February and March to bring Statewide Legislative Requests to the attention of the legislators from Cascadia's districts. Three visits to meet with legislators and three WACTC meetings. He also shared the Washington Community and Technical Colleges 2018 Legislative Agenda with the Trustees to give them an idea of the Operating and Capital Budgets Requests.

12. OTHER BUSINESS/ANNOUNCEMENTS

No other business was presented at this time.

ADJOURNMENT

The Chair adjourned the regular meeting at 5:43 p.m.

Minutes Approved and Adopted on February 21, 2018.


Ms. Janet McDaniel Board Chair

Attest:



Dr. Eric Murray, President